



GOVERNMENT OF THE UNITED STATES VIRGIN ISLANDS
DEPARTMENT OF PROPERTY & PROCUREMENT

#3274 ESTATE RICHMOND, CHRISTIANSTED, ST. CROIX, U.S. VIRGIN ISLANDS 00820-4241

BUILDING # 1 SUB BASE, ST. THOMAS, U.S. VIRGIN ISLANDS 00802

www.pnpvi.org



ADVERTISEMENT FOR BIDS

DATE: October 1, 2012

Request for Proposal: **RFP-0022-2012(P)**:

Pursuant to Chapter 23, Title 31, Virgin Islands Code, the Government of the Virgin Islands, Bureau of Motor Vehicles is requesting Proposals from Qualified firm(s) to develop a Facial Recognition Software that can be synchronized and integrated with Real ID Act Driver's License Software, US Virgin Islands.

Bids will be received by the Department of Property and Procurement, Division of Procurement (address):

Building #1
Third Floor, Room 316
Subbase, St. Thomas, Virgin Islands 00802

Until **4:00 p.m.** Atlantic Standard Time **Friday, October 12, 2012.**

Documents may be obtained from Department of Property & Procurement at the above address or at www.pnpvi.org. For more information please contact Mr. Lloyd T. Bough, Jr. at (340)773-1561 ext. 5244.


Lynn A. Millin Maduro
Commissioner

OFFICE OF THE
COMMISSIONER
STX
TEL: (340) 773-1561
FAX: (340) 773-0986
STT
TEL: (340) 774-0828
FAX: (340) 777-9587

DIVISION OF FISCAL
& PERSONNEL
STX
TEL: (340) 773-1561
FAX: (340) 773-0986
STT
TEL: (340) 774-0828
FAX: (340) 777-8443

DIVISION OF
PROCUREMENT
STX
TEL: (340) 773-1561
FAX: (340) 719-4451
STT
TEL: (340) 774-0828
FAX: (340) 774-9704

DIVISION OF
PRINTING
STT
TEL: (340) 774-0828
FAX: (340) 714-1575

DIVISION OF
PROPERTY
STX
TEL: (340) 773-1561
FAX: (340) 773-0986
STT
TEL: (340) 774-0828
FAX: (340) 777-8362

DIVISION OF
TRANSPORTATION
STX
TEL: (340) 773-1561
FAX: (340) 719-4451
STT
TEL: (340) 774-0388
FAX: (340) 774-1163

DIVISION OF
CENTRAL STORES
STX
TEL: (340) 692-5720
FAX: (340) 692-2564
STT
TEL: (340) 774-9054
FAX: (340) 774-9333



GOVERNMENT OF THE UNITED STATES VIRGIN ISLANDS
DEPARTMENT OF PROPERTY & PROCUREMENT

#3274 ESTATE RICHMOND, CHRISTIANSTED, ST. CROIX, U.S. VIRGIN ISLANDS 00820-4241

BUILDING # 1 SUB BASE, ST. THOMAS, U.S. VIRGIN ISLANDS 00802

www.pnpvi.org



AMENDMENT ONE (1)

October 2, 2012

TO:

SUBJECT: RFP-022-2012 (P) To Develop a Facial Recognition Software that can Synchronized and Integrated with Real ID Act Driver's License Software, U.S.V.I.

INSERT: New RFP-022-2012(P) & Address: #3274 Estate Richmond, St. Croix, United States Virgin Islands 00820

DELETE: Old RFP-0022-2012(P) & Address: Building #1 Third Floor, Room 316 Subbase, St. Thomas, Virgin Islands 00802

All other terms and conditions remain the same.

A copy of this amendment must be returned with your bid.

OFFICE OF THE COMMISSIONER STX	DIVISION OF FISCAL & PERSONNEL STX	DIVISION OF PROCUREMENT STX	DIVISION OF PRINTING STT	DIVISION OF PROPERTY STX	DIVISION OF TRANSPORTATION STX	DIVISION OF CENTRAL STORES STX
TEL: (340) 773-1561	TEL: (340) 773-1561	TEL: (340) 773-1561	TEL: (340) 774-0828	TEL: (340) 773-1561	TEL: (340) 773-1561	TEL: (340) 692-5720
FAX: (340) 773-0986	FAX: (340) 773-0986	FAX: (340) 719-4451	FAX: (340) 714-1575	FAX: (340) 773-0986	FAX: (340) 719-4451	FAX: (340) 692-2564
STT	STT	STT		STT	STT	STT
TEL: (340) 774-0828	TEL: (340) 774-0828	TEL: (340) 774-0828		TEL: (340) 774-0828	TEL: (340) 774-0388	TEL: (340) 774-9054
FAX: (340) 777-9587	FAX: (340) 777-8443	FAX: (340) 774-9704		FAX: (340) 777-8362	FAX: (340) 774-1163	FAX: (340) 774 9333

GOVERNMENT OF
THE VIRGIN ISLANDS OF THE UNITED STATES

Request for Proposal - Negotiation
PROFESSIONAL SERVICES

To: Date: October 3, 2012
..... RFP-022-2012 (Professional)

Pursuant to 31 V. I. C. § 239 (a) (4) and the Rules and Regulations thereunder issued, the Government of the Virgin Islands, Property and Procurement, will receive proposals for the work described below. Proposals will be received until **Friday, October 12, 2012 @ 4:00 P.M.**

DESCRIPTION OF WORK

The Government of the Virgin Islands, Department of Property and Procurement is requesting proposals from qualified contractors for the following services: **RFP-022-2012 (P) Develop a Facial Recognition Software that can be Synchronized and Integrated with Real ID Act Driver's License Software, US Virgin Islands.**

SCOPE OF SERVICES: SEE ATTACHED

NEGOTIATED PROCEDURES:

The Commissioner of the Department of Property and Procurement will appoint a Selection Committee to assist in the evaluation and selection of the Architect/Engineer. Accordingly, current data on qualifications and performance should be submitted with proposals. After reviewing the qualifications and proposals, the Committee will select for discussions from the firm/s or person/s considered not less than three (3), in order of preference, **deemed to be the most highly qualified to provide the services herein required.** Discussions will be conducted successively and severally with the firms or persons so selected regarding the anticipated concepts and the relative utility of alternative methods of approach for furnishing the services hereunder.

FACTORS FOR DISCUSSIONS:

Selection criteria will include (i.) Professional qualifications, registration and general reputation of the principals of the firm; (ii) the extent to which the firm or person specialized in or has designed project of a type and scope similar to that hereunder; (iii) familiarity with the area in which the project is to be located; (iv) capability of meeting design schedules; and (v) quality of performances on other projects.

NEGOTIATION:

The Selection Committee shall recommend to the Commissioner **the highest qualified firm or persons with whom a contract shall be negotiated.** The Commissioner, with the assistance of the Selection Committee shall negotiate a contract with such firm or person.

Should the Commissioner be unable to negotiate a satisfactory contract with the firm considered to be the most qualified, at a price he determines to be fair and reasonable to the Government, negotiations with that firm will be formally terminated? Negotiations will then be commenced with the second most qualified, the third most qualified or additional firms, in order of preference and their competence and qualification, and shall continue until an agreement is reached.

Lynn A. Millin Maduro
Commissioner of Property and Procurement

INSTRUCTION TO PROPOSERS

A. NOTICE

This project is for, the following services: **RFP-022-2012 (P) Develop a Facial Recognition Software that can be Synchronized and Integrated with Real ID Act Driver's License Software, US Virgin Islands.**

Information provided in the scope of work is to be used only for purposes of preparing a proposal. It is further expected that each bidder will read the scope of work with care, for failure to meet certain specified conditions may invalidate the proposal.

The Government of the Virgin Islands, hereinafter referred to as GVI, reserves the right to reject any or all proposals or any portion thereof and to accept the proposal deemed most advantageous to GVI. Price shall not be the sole criterion of awarding this project. Scope and quality of work proposed and the ability of the bidder to complete this type of project shall be considered.

Applicants are requested to submit proposals based on the scope of work. Alternative proposals recommending new features and technology other than that requested in the scope of work will receive consideration providing such new features and/or technology is clearly explained. Any exceptions to the requirements requested herein must be clearly noted in writing and be included as part of the proposal.

The information contained herein is believed to be accurate, but is not to be considered in any way as a warranty. Request for additional information clarifying the Scope of Work should be directed in writing to: **Mr. Jerris T. Browne, Director Tel : (340) 713-4268** and a copy to the Commissioner of Property and Procurement.

B. STATEMENT OF PURPOSE

This project has been addressed to assist the Government of the Virgin Islands in meeting the need for the following services: RFP-022-2012 (P) Develop a Facial Recognition Software that can be Synchronized and Integrated with Real ID Act Driver's License Software, US Virgin Islands.

C. PROPOSED SCOPE OF WORK

SEE ATTACHED SCOPE OF WORK

D. TIMETABLE.

1. Proposals will be accepted at the Department of Property and Procurement, no later than **Friday, October 12, 2012 at 4:00 P.M.**
2. Last Day for Questions: **Tuesday, October 9, 2012 at 4:00 P.M.**

E. SUBMISSION OF PROPOSAL

All interested parties shall submit seven (7) sets of proposals, which are to be delivered to the Department of Property and Procurement during normal business hours, no later than **Friday, October 12, 2012 at 4:00 P.M.**

They shall be addressed to:

Honorable Lynn A. Millin Maduro
Commissioner
Department of Property and Procurement
#3274 Estate Richmond, Christiansted
St. Croix, U.S. Virgin Islands 00820-4200

The sealed envelope containing the proposal must have the following information written on the outside of the envelope:

SEALED PROPOSALS - DO NOT OPEN

RFP-022-2012 (P)
(Name of Offeror)
(Mailing Address of Offeror)
(Telephone Number of Offeror)
(Fax Number of Offeror)

Where proposals are sent by mail, the bidder shall be responsible for their delivery to the Department of Property and Procurement before the date and time set for the closing of acceptance of proposals.

F. WITHDRAWALS OF PROPOSAL

A proposal may be withdrawn at any time prior to the time specified as the closing time for acceptance of proposals. However, no proposal shall be withdrawn or canceled for a period of thirty (30) days after said closing time for acceptance of proposals nor shall the successful provider withdraw or cancel or modify his proposal, except at the request of GVI after having been notified that said proposal has been accepted by GVI.

G. INTERPRETATION OF SPECIFICATIONS

If any person contemplating submitting a proposal requires clarification of any part of the scope of work, he/she may submit to the GVI a written request for an interpretation thereof to **Mr. Jerris T. Browne, Director Tel :(340) 713-4268** GVI will not respond to questions received after the above-established date. The person submitting the request will be responsible for its prompt delivery. Any interpretation of the scope of work will be made in writing to all prospective providers. Oral explanations will not be binding.

H. CONSIDERATION OF PROPOSAL

The Commissioner of Property and Procurement shall represent and act for GVI in all matters pertaining to the scope of work and contract in conjunction therewith. **This RFP does not commit GVI to the award of a contract, nor pay any cost incurred in the preparation and submission of proposals in anticipation of a contract. GVI reserves the right to reject any or all proposals and to disregard any informality and/or irregularity in the proposal when, in its opinion, the best interest of GVI will be served by such action.** Proposals failing to provide some of the items in the scope of work shall not be rejected per se, but any deviations from the scope must be clearly noted.

I. ACCEPTANCE OF PROPOSALS

GVI will notify in writing acceptance of one of the proposals. Failure to provide any supplementary documentation to comply with the vendor's proposal may be grounds for disqualification.

J. CONTENTS OF PROPOSAL

The following is a list of information to be included in the written proposal. Failure to comply with all the requirements as outlined may disqualify the applicant.

1. Introductory letter about the applicant:
 - a. Firm Name, address, fax and telephone
 - b. Type of service for which Firm is qualified.
 - c. Copy of V. I. business license.
2. Organization:
 - a. Names of Principals of Firm
 - b. Names of key personnel with experience of each and length of time in organization
 - c. Number of staff available for assignment.
3. Outside consultants and associates usually retained.
4. Project experience:
 - a. List of completed projects of similar type and estimated cost of each.
 - b. Current projects underway; scope; percentage completed to date and estimated cost of each.
5. Similar Project References (including contact name and number.)
6. Project Approach:
 - a. Describe how you will approach this project.
 - b. Develop an equipment list.
7. Cost: The Cost Proposal must be submitted in a separate sealed envelope.

K. CONFLICT OF INTEREST

A bidder filing a proposal hereby certifies that no officer, agent or employee of GVI has a pecuniary interest in this proposal or has participated in contract negotiations on behalf of GVI; that the proposal is made in good faith without fraud, collusion, or connection of any kind with any other Bidder for the same request for proposals; the Bidder is competing solely in its own behalf without connection, with, or obligation to, any undisclosed person or firm.

L. LICENSE REQUIREMENT

An award will not be made to any firm or individual doing business in the Virgin Islands to perform work with the Government of the Virgin Islands until evidence is submitted that the said firm or individual has a valid V. I. Business License to do similar business in the Virgin Islands. Bidders must submit hard copy of a valid V. I. Business license within ten (10) working days after award.

All Bidders bidding as Joint Ventures that do business in the Virgin Islands must be licensed as a Joint Venture in the Virgin Islands.

M. REQUIRED DOCUMENTS

1. **PUBLIC LIABILITY:** The successful bidder will be required to obtain and have in place public liability insurance and other insurance necessary as requested in this proposal package. Insurance policy(ies) shall name the Government of the Virgin Islands as “**Additional insured.**” The public liability insurance shall have a minimum limit of not less than **one hundred thousand (\$100,000.00) dollars** for any one occurrence for death or personal injury and **one hundred thousand (\$100,000.00) dollars** for any one occurrence for property damage. Offeror must provide public liability insurance with ten (10) working days after award.
2. **WORKERS’ COMPENSATION:** Within ten (10) working days after award of project the successful offeror must submit a copy of their certificate providing that his firm and his agents are covered by Workers Compensation Employee’s Liability.

FAILURE TO PROVIDE THE CERTIFICATES WITHIN THE STATED TIME PERIOD MAY RESULT IN THE PROPOSAL DEEMED AS NON-RESPONSIVE AND MAY BE IMMEDIATELY DISQUALIFIED WITH NO FURTHER CONSIDERATION GIVEN FOR POTENTIAL AWARDING OF THE CONTRACT.

N. REQUIREMENTS FOR CORPORATIONS:

1. ARTICLES OF INCORPORATION
2. CERTIFICATE OF CORPORATE RESOLUTION
3. CERTIFICATE OF GOOD STANDING

THESE WILL BE REQUIRED PRIOR TO AWARD OF CONTRACT.

FACIAL RECOGNITION SCOPE OF WORK

1. This RFP requires a world-class system that is capable of facial recognition of applicants for ID and DL cards. This System will allow for all future applicants for ID and DL cards to incorporate world-class facial recognition technology for The Jurisdiction.
2. The System shall be capable of providing real-time analysis of facial recognition from multiple databases. The System will provide results for queries in 1 minute or less.
3. The System shall allow for a centrally managed platform to control and process facial recognition queries. This central management function shall include full auditing for all users as a fraud-detection functionality.
4. The System shall incorporate both 2D and/or 3D facial recognition elements in the solution. This architecture must allow for the Offeror to utilize 2D and/or 3D facial recognition tools as desired.
5. The System shall implement a cloud-based architecture in order to scale 'one-to-many' searches. This cloud-based architecture will allow a variety of hardware devices to run on the system.
6. The System shall utilize an incremental match system that should allow a gradual matching of facial recognition databases.
7. The System shall provide a confidence rating for each types of the photo comparisons.
8. The System shall provide a similarity score for each comparison type, along with a False Accept Rate and False Reject Rate associated with a threshold of the similarity scores.
9. The System shall provide a facial editing capability. This solution must resolve mismatched IDs, submitting of images for one-to-one and one-to-many searches and provide actionable tasks for the new results.

10. The System shall allow for a supervisor to override a transaction if necessary, and log these actions in a daily report for investigation purposes.
11. The System shall apply facial recognition software to all the records migrated from the current infrastructure over to the new system.
12. The System shall allow for integration with any industry-level database and best-in-class hardware and software systems.
13. The System shall allow one-on-one and one-on-many matches capability
14. The System shall provide multi-tier management capability for the comparison results
15. The System shall offer auditing capabilities and shall keep a record of all matching activities.
16. The System shall communicate with the VIBMV systems for the matches
17. The System shall meet all AAMVA 2012 requirements.